



Cornell University Graduate and Professional Student Assembly

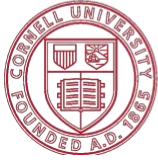
Cornell University Graduate and Professional Student Assembly

Agenda of the April 22nd, 2019 Meeting

5:30 PM – 7:00 PM

Bache Auditorium, Malott Hall

- I. Call to Order
- II. Roll Call
- III. Approval of the Minutes
 - a. Minutes from March 25th, 2019
 - b. Minutes from April 8th, 2019
- IV. Presentations (30 Minutes)
 - a. Martha E. Pollack, President of Cornell University, Address to the GPSA (30 Minutes)
- V. Division Breakout (15 Minutes)
 - a. Elections: Division Chief and Voting Members
- VI. Old Business (15 Minutes)
 - a. Discussion on Resolution 5: *Ratification of Ivy+ Student Government Group Constitution*
 - b. Discussion on Resolution 6: *Approval of Rules for the Ivy+ Student Government Group*
- VII. New Business (15 Minutes)
 - a. Introduction to Resolution 4: *Revising the GPSA Finance Commission Guidelines*
- VIII. Committee Q&A (10 Minutes)
- IX. Open Forum (5 Minutes)
- X. Adjournment



Cornell University
Graduate and Professional
Student Assembly

Cornell University Graduate and Professional Student Assembly

March 25, 2019 Meeting

5:30 PM – 7:00 PM

Bache Auditorium, Malott Hall

I. Call to Order

- a. E. Winarto called the meeting to order at 5:31pm

II. Roll Call

- a. Present: K. Angierski, A. Barrientos-Gomez, A. Cohn, K. Krishnan, C. Mittan, , N. London, W. Anderson, M. Jodlowski, E. Winarto, W. Zhang, V. Kasonde, K. Palumbo, R. Harrison, J. Kent-Dobias, J. Bogdanowicz, M. Kalaji, S. Chin, D. Arora, E. Lavin, A. Woods, K. Esannanson, A. Belen Ruival, D. Parker

- b. Absent: D. Giesler, S. Theobald, N. Carre

III. Approval of the Minutes

- a. Minutes from March 11, 2019
 - i. Motion to change start time 5:01 to 5:31
 - ii. Approved
 - iii. Motion to pass otherwise
 - iv. Approved

IV. Presentations

- a. Mary George Opperman, Vice President and Chief Human Resource Officer, and Chantelle Cleary, University Title IX Coordinator, and Laurie Johnston, Director of Workforce Policy and Labor Relations. Discussion on Policy 6.4 (20 Minutes)
 - i. M. Opperman: Our goal is to talk about the procedure under policy 6.4 that relate to sexual violence and misconduct. Focusing especially on when the offender is a member of university staff. The committee process was initiated by the Dean of Faculty. The goal was to make it consistent with 2016 student procedures. Meaning that Title IX coordinators will administer the procedures, identical definitions for prohibited conduct, and more. We have a committee looking to make new provisions such as, separate process for interpersonal misconduct, opportunity to determine if conduct is protected by freedom
- b. Denise Thompson, Off-Campus Living Manager, Discussion on Off-Campus Living (20 Minutes)
 - i. D. Thompson: I am an office of one to serve all 16,000 students, and I have 4 undergraduates who assist me in reaching out. I have office hours' mid-day usually or I can also meet later in the afternoon. We house about half the undergraduates and 5% of the graduate professional population. I often advise people on to do the house search process such as, self-evaluation, prepare, search, and lease review. The range for housing is around \$700-1200. The lease agreements are all very different depending on the land lord. We have sites that focus on available listing for off campus housing in Ithaca, as well as the safety and building details for each of the off campus housing options. The services my office provides include lease review, referral and resources, search and lease check list, apartment search listing site, bi-weekly off campus newsletter, and advisement.
 - ii. A representative: Are the undergrads that work for you paid?
 - iii. D. Thompson: Yes, they are work study positions. Some of my goals are to create a center where students can come study and relax, also I would like to create a site where student review landlords.

- iv. K. Krishnan: Where can students go for housing legal advice, and what would you do to help graduate students if you had the budget?
- v. D. Thompson: First I would hire a grad student to work with specifically grad students, as well as working towards building community within Ithaca. We do mediate student to student conflicts, and can refer student to how to do deal with legal issues.
- vi. K. Palumbo: Are there any predatory lease terms that people should look out for?
- vii. D. Thompson: Remember that you can negotiate even if the lease is typed. Students should work on negotiating lease price as well utilities. Also in New York state not every part of the lease is enforceable. Read your leases word for word.

V. Division Breakout

- a. Discussing announcement on elections and sign in

VI. Presentations

- a. Student-Elected Trustee Candidates, Platform Presentations (15 Minutes)
 - i. L. Sterling: My main focuses are offering to support for off campus housing, religious accommodations, and mental health.
 - ii. J. Sim: My main focuses are creating an affordable campus, such as increasing graduate student stipends and addressing hidden cost like parking. I would also like to focus on international students and ensuring that their voices are heard.
 - iii. L. Minter: My main focuses include in class pride and Cornell experience, as well as increasing transparency and campus resources.
 - iv. N. Hernandez: My main focus is on graduate student mental health, and I would like to hire more diverse CAPS counselors, more peer to peer

groups.

- v. L. Cantleberry: My main focus is transportation, and I would like to work with the university in expanding the big red bus and CULift. Flex housing and inclusive teaching institute
- vi. A. Salazar: My main focuses are to celebrate diversity and inclusion.
- vii. L. Francis: My main focus are to enhance financial aid process, increase student interaction.

VII. Committee Q&A

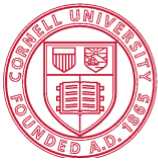
- a. Exec: If you issue with links let me know.
- b. Operations: Elections are coming up, if you have questions talk to me.
- c. Communications: We had a newsletter come out, and let me know if did not get it.
- d. Appropriations: If want to join let me know.
- e. Finance: We have finished out first draft and we are open to comments. We will present them to the assembly at the next meeting.
- f. Student: None
- g. Diversity: We have mixer with the resource center directors and we have a what's her story coming up.
- h. Programming: We had another great mixer and tickets the graduate student ball will go on sale next week.
- i. Faculty Awards: Looking for members.
- j. General: If are interested in being on the committee reach out.
- k. Grad: We are looking to be open in the summer, we looking for ideas for summer events.
- l. GPCI: Our rough draft has been pushed back please give me your area.

VIII. Open Forum

- a. Katelyn: If you would like to be a master at large contact me.

The meeting was adjourned at 7:03

Respectfully submitted,
Ashlynn Lee
Clerk of the Assembly



Cornell University
Graduate and Professional
Student Assembly

GPSA Election Positions 2019

1. President

- a. Duties
 - i. Assures the smooth and effective operation and maintenance of the GPSA
 - ii. Delegates responsibilities as needed to accomplish the duties of the office and the goals set forth in the Charter and Bylaws
 - iii. Chairs the general meetings
 - iv. Sends notice of actions and recommendations to administrators and other governance bodies
 - v. Serves as spokesperson of the GPSA
 - vi. Serves on Executive Committee
- b. Time Commitment
 - i. 15-30+ hours per week

2. Executive Vice President (EVP)

- a. Committee Description
 - i. The Executive Committee is responsible for the day-to-day operations of the GPSA and ensures smooth operation in coordination with the standing committee chairs.
- b. Duties
 - i. Assists the President
 - ii. Recruits students to serve on the GPSA
 - iii. Maintains an accurate list of members
 - iv. Tracks attendance
 - v. Compiles and distributes general meeting agendas and materials
 - vi. Chairs the Executive Committee
 - 1. Meets every week
 - vii. Chairs general meetings in the absence of the President
- c. Time Commitment
 - i. 10-20 hours per week

3. Vice President for Operations (VP Ops)

- a. Committee Description
 - i. The Operations and Staffing Committee is charged with appointing graduate and professional students to committees staffed by the GPSA, and with maintaining and updating the GPSA Charter, GPSA Bylaws, and relevant documents.
- b. Duties
 - i. Chairs the Operations and Staffing Committee
 - 1. Meets up to once a month
 - ii. Maintains an accurate list of committee appointments
 - iii. Maintains communication with committee appointees and chairs
 - iv. Coordinates committee reporting procedures
 - v. Reviews and updates the GPSA Charter and Bylaws

- vi. Chairs general meetings in the absence of the President and EVP
- vii. Serves on Executive Committee
- c. Time Commitment
 - i. 5-20 hours per week, with the bulk of the work in the Fall

4. Vice President for Communications (VP Comm)

- a. Committee Description
 - i. The Communications Committee is charged with maintaining a strong communication link between the GPSA and all graduate fields, professional schools, and the Cornell community
- b. Duties
 - i. Chairs the Communications Committee
 - 1. Meets up to once a month
 - ii. Oversees and manages communication between the Executive Committee, the GPSA, the grad/professional community, and administration
 - iii. Chairs general meetings in the absence of the President, EVP, and VP Ops
 - iv. Serves on Executive Committee
- c. Time Commitment
 - i. 5-20 hours per week

5. Counsel to the Assembly

- a. Duties
 - i. Maintains continuity between GPSA administrations
 - ii. Tracks GPSA history and precedents
 - iii. Serves as a non-voting, ex-officio member of the Executive Committee and the Operations and Staffing Committee
 - iv. Takes additional tasks only at their discretion
- b. Time Commitment
 - i. 5-10 hours a week
- c. Eligibility
 - i. Must have previously served as an Executive Committee member
 - ii. Position can remain vacant if no suitable candidate is found

6. Chair of the Student Advocacy Committee (SAC)

- a. Committee Description
 - i. The GPSA Student Advocacy Committee works on issues of diversity, finances, stipend levels, mental and physical health, accessibility, child care and the general well-being of all graduate and professional students. The Student Advocacy Committee works in consultation with other relevant student and University committees and interested parties.
- b. Duties
 - i. Organizes and chairs SAC meetings
 - 1. Meets at least once a month
 - ii. Oversees SAC actions and operating budget
 - iii. Serves on the Operations and Staffing Committee
 - iv. Sponsor and draft GPSA resolutions promoting ideas and solutions for issues that affect graduate and professional students

- v. Plans at least one town hall meeting to solicit ideas from the community
 - vi. Serves as point of contact with relevant administrators
- c. Time Commitment
 - i. 5-10 hours per week

7. Chair of the Graduate and Professional Student Programming Board (GPSPB)

- a. Committee Description
 - i. The GPSPB organizes GPSA-sponsored events for graduate and professional students such as receptions, speakers, socials, Grad Ball, Grads Night Out, and other events that may arise.
- b. Duties
 - i. Organizes and chairs GPSPB meetings
 - 1. Meets at least once a month, more frequently near Grad Ball
 - ii. Oversees GPSPB actions and operating budget
 - iii. Serves on the Operations and Staffing Committee
 - iv. Organizes and plans Grad Ball, socials, mixers, etc.
 - 1. Books venues, catering, etc.
 - 2. Advertises events as appropriate
 - v. Helps SAC plan their town hall
 - vi. Serves as point of contact with relevant administrators
- c. Time Commitment
 - i. 3-10 hours per week, possibly more as Grad Ball approaches in the Spring

8. Chair of the Faculty Teaching, Advising, and Mentorship Award Committee (Faculty Awards)

- a. Committee Description
 - i. The Faculty Awards Committee solicits nominations for and administers one or more annual awards to recognize faculty who exhibit excellence in the teaching, advising, and mentorship of graduate and professional students.
- b. Duties
 - i. Organizes and chairs Faculty Awards meetings
 - 1. At least three meetings in the Spring
 - ii. Oversees Faculty Awards actions and operation budget
 - iii. Serves on the Operations and Staffing Committee
 - iv. Organizes the nominating process for awards
 - v. Organizes the nomination review process
 - vi. Organizes and plans the award ceremony
 - vii. Serves as point of contact with relevant administrators
- c. Time Commitment
 - i. Minimal work in the Fall
 - ii. 3-10 hours per week in the Spring during the nomination and award process

9. Chair of the Diversity and International Students Committee (DISC)

- a. Committee Description
 - i. DISC promotes diversity and inclusion in all its forms within the GPSA membership and within the broader graduate and professional community at Cornell.

- b. Duties
 - i. Organizes and chairs DISC meetings
 - 1. At least one per month
 - ii. Oversees DISC actions and operation budget
 - iii. Serves on the Operations and Staffing Committee
 - iv. Sponsors and drafts GPSA resolutions promoting ideas and solutions for diversity and inclusion issues that affect graduate and professional students
 - v. Organizes events promoting and discussing diversity and international student issues
 - vi. Plans at least one town hall meeting to solicit ideas from the community
 - vii. Serves as point of contact with relevant administrators and OISE leaders
- c. Time Commitment
 - i. 3-10 hours per week

10. University Assembly (UA) Delegate (Four delegates total)

- a. Committee Description
 - i. The UA examines matters which involve the interests or the welfare of a substantial segment of the University community and makes recommendations to the appropriate officers or decision-making bodies of the University.
- b. Duties
 - i. Represents the interests of the GPSA on the University Assembly
 - 1. Meets every other week on Tuesdays, 4:30-6
 - ii. Serves on at least one UA committee (meets 1-2 times a month)
 - 1. Codes and Judicial Committee (CJC)
 - a. Amends the Campus Code of Conduct
 - 2. Campus Welfare Committee (CWC)
 - a. Addresses issues and policies related to diversity and inclusion, family support, health services, or similar topics
 - 3. Campus Infrastructure Committee (CIC)
 - a. Addresses issues and policies related to environmental sustainability, transportation, information technology, renovations, or similar topics
 - iii. Brings relevant issues back to the GPSA for discussion
- c. Time Commitment
 - i. 3-5 hours per week

11. General Committee of the Graduate School (GC) Delegate (Two-year term)

- a. Committee Description
 - i. The GC is the administrative, legislative, and judicial board of the Graduate School and approves revisions to the Code of Legislation, approves appointments to the graduate faculty, and makes recommendations for new advanced degrees.
- b. Duties
 - i. Represents the interests of graduate students on the GC
 - 1. Meets once a month
 - ii. Maintains confidentiality of discussed agenda items
- c. Time Commitment
 - i. 2 hours a month



Cornell University
Graduate and Professional
Student Assembly

GPSA Resolution #4:

Revising the GPSA Finance Commission Guidelines

Sponsored by: Eszter Otott-Kovacs, GPSA Finance Commission Chair; James Bogdanowicz, GPSA Appropriations Committee Chair; Alex Loiben, GPSA Vice President of Operations

Whereas, per Section 3.07.A.i. of the GPSA Bylaws, the Graduate and Professional Student Assembly Finance Commission (GPSAFC) is charged with allocating funds to registered graduate and professional student organizations on the Ithaca and Geneva campuses of Cornell University; and

Whereas, in the two and a half years since the last revision of the GPSAFC funding guidelines, the GPSAFC has become aware of numerous points of confusion, ambiguity, and error in the guidelines document; and

Whereas, certain clauses and sections of the guidelines document are obsolete;

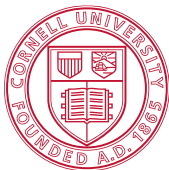
Be it therefore resolved, that the current GPSAFC funding guidelines are revised as follows in the appendix attached.

Respectfully Submitted,

Eszter Otott-Kovacs
GPSA Finance Commission Chair

James Bogdanowicz
GPSA Appropriations Committee Chair

Alex Loiben
GPSA Vice President of Operations



Cornell University
Graduate and Professional
Student Assembly

GPSA Resolution #5:

Ratification of Ivy+ Student Government Group Constitution

Sponsored by: Andy Leonel Barrientos-Gómez, GPSA Executive Vice President

Whereas, the leaders of the Ivy+ student groups consisting of the graduate and professional student governments of Princeton University, Massachusetts Institute of Technology, University of Pennsylvania, Columbia University, Yale University, Dartmouth College, Brown University, Harvard University, Cornell University, and University of Chicago, drafted a Constitution at the 2018 Ivy+ Summit at Cornell University; and

Whereas, the new Constitution for the Ivy+ Student groups specifies membership, and decision-making procedures; and

Whereas, the representative graduate and professional student governments of all ten schools listed as members as of January 1, 2019 must pass legislation ratifying the Constitution;

Be it therefore resolved, that the Graduate and Professional Student Assembly (GPSA), representing the graduate and professional student body at Cornell University, hereby ratify the following Constitution (attached in Appendix 1) for the Ivy+ Graduate and Professional Student Government Group.

Respectfully Submitted,

Andy Leonel Barrientos-Gómez
GPSA Executive Vice President



Cornell University
Graduate and Professional
Student Assembly

**Appendix 1: Constitution of the Ivy+ Graduate and Professional
Student Government Group (Ivy+ Student Group)**

Article I. Membership

The membership of the Ivy+ Student Group currently consists of the representative graduate and professional student governments of: Princeton University, Massachusetts Institute of Technology, University of Pennsylvania, Columbia University, Yale University, Dartmouth College, Brown University, Harvard University, Cornell University, and University of Chicago.

All representative graduate and professional student governments of schools in the Ivy+ Deans Group that are not already members of the Ivy+ Student Group are eligible to become members of the Ivy+ Student Group. Membership in the Ivy+ Student Group shall not be automatically revoked if a school is removed from the Ivy+ Deans Group.

Article II. Decision-Making

In all decisions made with a vote, each member school gets 1 vote.

The following decisions shall require a vote with the specified majority:

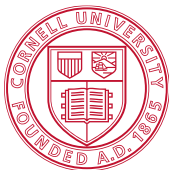
- Decisions that affect the finances of member graduate and professional student governments shall be made unanimously.
- Membership changes shall be made with a 2/3 majority vote.
- All other changes to this constitution shall be made unanimously.

All other decisions can be made with a simple majority.

All members agree to abide by any decisions made according to the above procedures.

Article III. Ratification

This Constitution shall be ratified if the representative graduate and professional student governments of all ten schools listed as members as of January 1, 2019, pass legislation ratifying this constitution and communicate the ratification to the other member schools.



Cornell University
Graduate and Professional
Student Assembly

GPSA Resolution #6:

Approval of Rules for the Ivy+ Student Government Group

Sponsored by: Andy Leonel Barrientos-Gómez, GPSA Executive Vice President

Whereas, the leaders of the Ivy+ student groups consisting of the graduate and professional student governments of Princeton University, Massachusetts Institute of Technology, University of Pennsylvania, Columbia University, Yale University, Dartmouth College, Brown University, Harvard University, Cornell University, and University of Chicago, drafted a set of rules for the Ivy+ Student Group at the 2018 Ivy+ Summit at Cornell University; and

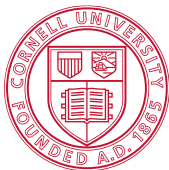
Whereas, the rules for the Ivy+ Student Groups specifies the hosting queue, financial obligation(s) of each institution, and voting procedures; and

Whereas, the representative graduate and professional student governments of all ten schools listed as members as of January 1, 2019 must pass legislation ratifying the Rules for the Ivy+ Student Group;

Be it therefore resolved, that the Graduate and Professional Student Assembly (GPSA), representing the graduate and professional student body at Cornell University, hereby ratify the following Rules (attached in Appendix 1) for the Ivy+ Graduate and Professional Student Government Group.

Respectfully Submitted,

Andy Leonel Barrientos-Gómez
GPSA Executive Vice President



Cornell University
Graduate and Professional
Student Assembly

Appendix 1: Rules for the Ivy+ Student Government Group

The hosting queue for the Ivy+ Summit is a circular queue, and the order of schools within that queue is the same as the order of schools in the membership list in the Ivy+ Student Group Constitution.

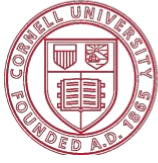
New member schools are always added to the back of the hosting queue (so they will, at the earliest, host an Ivy+ Summit immediately before the most recent host hosts again). Another way to put this is that they are inserted in the queue between the most recent host and the host immediately before the most recent host.

Every academic year, each member school contributes \$1500 to the host school of the Ivy+ Summit for the year for the purpose of hosting the Ivy+ Summit. If, for any reason, a school does not pay the \$1500 to the host of the Ivy+ Summit, the host school can decide, just for that year, whether to invite the school that did not pay. If the school that did not pay is not explicitly invited, they cannot attend.

In the second academic year (so between ~18 and ~30 months) before any given school is scheduled to host an Ivy+ Summit, a decision must be made whether that school will actually host an Ivy+ Summit or whether they will be skipped. This will continue until a host is found.

- Under the current financial arrangement of each member school contributing \$1500 to the hosting school for the purpose of hosting the Ivy+ Summit, schools may be prevented from hosting ONLY due to financial difficulties with respect to all member schools getting to that host school. The Ivy+ Student Group is strongly encouraged to utilize any accommodations necessary to allow all member schools to travel to the host being considered.
- Because this decision impacts the finances of member graduate and professional student governments, this must be made unanimously. A non-unanimous vote defaults to the considered school not hosting, and the next host school in the queue will then be considered using the same procedure.
- Voting on this matter may be conducted during the Ivy+ Summit, but any member school may request to bring the matter back to their respective governing body for ratification. In this case, official voting shall happen via email through the procedure laid out below.

Decisions can be made via email (or other equivalent electronic method), but the email thread/conversation with the vote must be its own thread with a clear motion made in the first email, which must be sent to all members. The motion CANNOT be amended. If an amendment must be made, the motion should be withdrawn or voted down, and a new thread with the amended motion should be started.



Cornell University
Graduate and Professional
Student Assembly

Cornell University Graduate and Professional Student Assembly

April 8, 2019 Meeting 5:30 PM – 7:00 PM

Bache Auditorium, Malott Hall

I. Call to Order

- a. E. Winarto called the meeting to order at 5:31pm

II. Roll Call

- a. Present: A. Barrientos-Gomez, A. Cohn, K. Krishnan, C. Mittan, N. London, W. Anderson, M. Jodlowski, E. Winarto, W. Zhang, V. Kasonde, K. Palumbo, J. Kent-Dobias, J. Bogdanowicz, M. Kalaji, S. Chin, , E. Lavin, A. Woods, K. Esannanson, A. Belen Ruival, D. Parker, S. Theobald
- b. Absent: K. Angierski, R. Harrison, D. Arora, D. Giesler, H. Kim, S. Bellizi, N. Carre

III. Presentations

- a. Doug McLaren, Manager of Cornell Cinema. Cornell Cinema Update(15Minutes)
 - i. D. McLaren: Since our budget has been cut we recently reached out to an alumni and the provost office to make up for the lost funds that allow us to function on the same level. The College of Arts and Science has agreed to cover 70% of our professional staff salary for the next five years along with the gifts provides Cornell Cinema with the most stable funding in 30 years. This allows us to provide a low cost screening pass that allow access to almost all Cornell Cinema events \$10 for grad and \$20 for undergrad students. We will have a learn long trial of this model to collect data on tickets versus passes popularity.
 - ii. A. Cohn: How many passes do you expect to sell and why those prices?

- iii. D. McLaren: We expect about 2000 undergrad, 1000 grad, and 500 general pass. We try to keep the pass price as low as possible and we used data to determine price based on frequency of use.
- iv. A. Barrientos-Gomez: What are other restriction of the passes use?
- v. D. McLaren: The only restriction would be special events, and we would like to create an online reservation system. As of now we have no other restrictions to the pass.
- vi. Menisha: Is there anything that other organizations do that you would like to do but can't because of funding?
- vii. D. McLaren: We would like to bring in more film makers but it is more of transportation. We would like more programming but we have cut back due to cost.
- viii. J. Bogdanowicz : Have you considered putting passes on student ids?
- ix. D. McLaren: We wanted to but there were logistical issues.
- x. A representative: What data are you collecting?
- xi. D. McLaren: We are collecting name, student id number, college, and graduation year. It is going to be used to see who is coming to what movies and what time
- xii. A. Barrientos-Gomez: How soon will you start selling tickets
- xiii. D. McLaren: Hopefully this summer, because the system is under review by IT.
- xiv. K. Krishnan: Do you collaborate with film majors to show their films.
- xv. D. McLaren: We used to show a series of Cornell film majors but that switched to a different location. As of now we do show films of current and past students, and work with the film department to show films they would like. We charge \$50 for students to show their work.

- b. Jennifer Forbes, Manager of the Big Red Barn, Introduction to the GPSA and Updates on the Big Red Barn
 - i. J. Forbes: We have some new social media changes, we have revived our Instagram. Some new programs we have coming: NCAA championship tonight, prisoners' express art show, trivia night, kids' science day, wine social, and more. We are also hiring! We have staff positions, social media coordinator, fellows, and newsletter coordinator. We have a new sangria and we are trying to make guidelines for summer use. In the long term we will updating our logo, website, reservation system, and increasing marketing to academic departments. This semester we also have new foods including grilled cheese and curry bowl.
 - ii. K. Palumbo: What is the difference between employees and fellows?
 - iii. J. Forbes: I have no restrictions on employees but some departments might. The difference for the fellows is that they a specific job and goal.
 - iv. A representative: How do people get on the BRB listserv?
 - v. J. Forbes: Just let me know and I can look into it.

IV. Division Breakout

- a. To discuss elections and grad ball.

V. Presentations II

- a. Alexa Cohn, Vice President of Communications, Introduction of the 2019 Graduate and Professional Community Initiative Document (GPCI) (10 Minutes)
 - i. A. Cohn: We are in the middle of the GPCI rewrite. We have the first draft and I want to go over what to expect, and how to make your comments known. The full document is available online.
 - ii. M. Battaglia: A lot of the goals seem expensive are all the goals feasible?
 - iii. A. Cohn: All of the goals have been researched and hopefully will be

become part of the university's larger plan.

- b. Eszter Otott-Kovacs, Chair of the Graduate and Professional Student Assembly Finance Commission (GPSAFC), Introduction to the changes in FC Guidelines (10 Minutes)
 - i. E. Otott-Kovacs: We have someone new FC guidelines and list of changes (available on the GPSA website). If you recommendations or comments email eo264@cornell.edu
 - ii. A representative: What is the process now?
 - iii. E. Otott-Kovacs: We accepting comments and the GPSA will vote on it.
 - iv. Katelyn: How are you communicating with people?
 - v. E. Winarto: We have the newsletter and we will try to reach out by other means.
 - vi. E. Otott-Kovacs: We also use OrgSync because it reaches to people in all organizations.
 - vii. K. Palumbo: We should also invite other people to the meeting where we vote on this.

New Business

- c. Introduction to Resolution 4: Revising the GPSA Finance Commission Guidelines
 - i. Motion to table at next meeting
 - ii. No dissent
 - iii. Passed
- d. Introduction to Resolution 5: Ratification of Ivy+ Student Government Group Constitution
 - i. A. Barrientos-Gomez: We want to ratify the constitution that establishes

the rules of student government groups, where the summit will be held, and the financial obligation.

- ii. K. Palumbo: Where does the money come from?
 - iii. A. Barrientos-Gomez: The grad school
 - iv. A representative: What determines peer institution?
 - v. A. Barrientos-Gomez: It is determined by the Ivy+ deans group.
- e. Introduction to Resolution 6: Approval of Rules for the Ivy+ Student Government Group

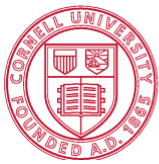
VI. Motion to extend meeting by 5 minutes

a. No dissent

b. Passes

The meeting was adjourned at 7:14

Respectfully submitted,
Ashlynn Lee
Clerk of the Assembly



GPSA Ivy+ Information and Timeline

What is the Ivy+ Summit and who attends?

The Ivy+ Summit is a meeting of graduate student leaders with the aim of improving their respective graduate student councils. The student leaders meet and discuss graduate student issues and their plans for the future.

Why does the GPSA participate?

It is important for the GPSA to participate in the Ivy+ Summit in order to network and discuss issues with other peer institutions. The summit provides a platform to engage in sessions where information exchange is key to exploring issues facing each institution. The aim of these sessions is to explore and discuss areas of improvement of each institution and learn how other peer institutions found solutions to their problems. Thus, the overall aim of participating in the Ivy+ Summit is to improve the graduate student council of each respective institution.

Who pays for it?

Traditionally, the institution hosting the Ivy+ Summit for the year would pay for the expenses of the entire summit. However, as of 2018, a new model was created where the graduate school, or the equivalent of, of each institution would contribute \$1500 to the institution hosting the summit that year. The graduate student councils would not be required to pay for anything beyond the lodging and travel expenses, as has always been the case.

TIMELINE OF EVENTS

2015: Hosted by Dartmouth: Brown, Columbia, Cornell, Dartmouth, MIT, Harvard, Penn, Princeton, and Yale meet at Dartmouth for the Ivy+ Summit. In between break-out sessions on community, diversity, scholarship, etc., someone mentions that they were contacted by both Duke and The University of Chicago saying that their students would like to join the summit. The discussion between sessions revolves around that most of us don't know much about Ivy+. For example, who decides who is "in" or not, and why a particular school should attend versus another school? Is the "regional character" of the conference important? It definitely impacts finances when it comes to travel expenses. Maybe Chicago should send a two-person delegation, see what the summit is about, and then start up their own version with Northwestern and other schools in the Midwest? We don't have time on the agenda to discuss these things as a group, so we collectively (and informally) ask that the next host (Brown) to reserve time on the agenda for the topic next year.

2016: Hosted by Brown: The schools from the 2015 summit meet at Brown with two delegates from the University of Chicago (the other schools were told to bring 5). The summit proceeds like any other except that the last two hours of the summit is set aside to discuss the inclusion of the University of Chicago. The Chicago delegates made their case and were then asked to leave the room while the other delegations discussed it. The main points that were raised:

GPSA Ivy+ Information and Timeline

For Including The University of Chicago:

- Everyone felt like U Chicago is academically one of our peers.
- Their delegates contributed to the conversations in a meaningful way and this bodes well for the future.
- We don't want to be elitist and exclusive just because.
- Some schools felt like, for technical reasons (e.g. priorities like student advocacy, funding models, or campus challenges), U Chicago had more in common with them than other schools currently a part of the summit and that they might get more out of the summit as a whole by having them there.
- We have no written rules or procedures; therefore, the hosting school should just invite whomever they want. There is nothing holding us back.

Against Including University of Chicago:

- Adding more schools to the summit will create a larger financial burden on the host school (at this point in time, the host school pays for the entire summit including attendee meals which altogether costs ~\$13,000), of which, not every school can afford it.
- Attending schools are responsible for their own travel and lodging expenses. If U Chicago becomes a member and starts hosting, not every school has the financial means to fly out to attend (currently everyone is able to drive or take a bus).
- If we admit U Chicago without defining criteria for admission, how can we say no to other schools who ask to join in the future (e.g. Duke, Stanford, Berkley)? Where do we draw the line?
- Universally agreed to is that the principal value of the summit is the face-to-face conversations on various topics in small groups. As we add more people, will we lose that if we expand in the future?
- Don't want to recreate the NAGPS.
- We have no rules or procedures; we should maybe agree on a way to make decisions as a group before we make this decision.

As time wound down Brown asked to take a straw poll about where each delegation stood before any further conversation. Five (Harvard, MIT, Columbia, Brown, and Penn) voted for inclusion. Four (Cornell, Princeton, Dartmouth, and Yale) voted no. Someone (from one of the five schools in the majority) called out for an actual vote so we could end the conference. Brown (facilitating the conversation) noted that we just did a straw poll, so no need to vote a second time and declared that Chicago was now officially a member of the Ivy+. Since that vote was offered as just a straw poll, and there is nothing to say that a simple majority is sufficient to make such a decision that everyone must abide by, the four dissenting schools met separately to express their unresolved concerns to the other five schools and state that they do not recognize the University of Chicago as being an official member of the Ivy+ Summit.

I would like it noted that since we only held the straw poll, no school could respond to the concerns of the "No" schools. As such, it created a social dynamic within the group where the "No" schools felt as if though the (1) "Yes" schools had dismissed their concerns, (2) the "Yes"

GPSA Ivy+ Information and Timeline

schools were happy to take UChicago even if that meant some schools would not be able to participate, implicitly given preference to one school over another, (3) informally afterward certain delegates from "Yes" schools straight up told delegates from "No" schools to get over it, furthering the divide between the groups.

Nate Rogers has a zip file containing all of the email exchanges Cornell was involved in on the matter as well as the "official" letters sent back and forth between the group of five and the group of four, which any GPSA member is welcome to view if interested.

The main gist of the communications is that the group of four schools (G4) are willing to accept the University of Chicago if everyone can unanimously agree on how to deal with future requests to join from other schools, and we can satisfactorily address each current school's financial concerns. The majority group (G5) want to accept the University of Chicago first and then deal with those concerns afterward.

2017: Hosted by Harvard: All parties convened at Harvard in 2017 for the Ivy+ Summit. Harvard invited U Chicago, but, due to tension from previous years, U Chicago was not recognized as an official delegate. At the end of the summit, ~ 2 hours were dedicated to discussing the inclusion of U Chicago. Many of the same arguments were rehashed out. The No-Schools reiterated their stance that they would be willing to acknowledge U Chicago as a full member if and only if we unanimously agreed upon rules governing how we would handle this problem in the future. Some schools had no desire for there to be any rules governing Ivy+ while others strongly pushed for a full set of governing documents. At the end of the summit, the President of Dartmouth's delegation offered to lead a committee consisting of 1 member from each school aimed at writing governing documents to be presented to the Ivy+ Group at the 2018 Ivy+ Summit. The Dartmouth student who promised to chair the committee became ill, and the committee conducted no business between summits.

2018: Hosted by Cornell: Cornell's Ivy+ Summit organizing committee consisted of Nate Rogers, Manisha Munasinghe, Andy Barrientos-Gómez, and Cassandra Stambuk. Leading up to the conference, Nate negotiated with the student delegations to accept a change in the funding model (to take effect at the Cornell summit) where instead of having the host school foot the entire bill for the summit, each school (a combination of the student group and the graduate school) will contribute an annual \$1500 "attendance fee" to the hosting institution. This amount will be re-evaluated regularly and adjusted as needed. Dean Knuth was able to take this plan to the Ivy+ Deans group (includes the student delegation schools and a few others but does not include Dartmouth) and get their agreement and participation. Additionally, she took a leadership position by modeling to the other Deans that the Cornell Graduate School would fund the full \$1500 every year and not expect the GPSA to cover anything beyond their lodging and travel (as has always been the case). This solves one of the financial concerns of the G4 group since the funding for the hosting school can now scale with attendance.

At Cornell, all schools (including The University of Chicago) were asked to send four delegates, and on the final day of the summit discussed the merits of having governing documents, financial concerns, and the inclusion of the University of Chicago. There was consensus around several points:

GPSA Ivy+ Information and Timeline

- The University of Chicago should be added to the Ivy+ Summit.
- The schools eligible to join our Ivy+ Summit are limited to those schools in the "Dean's Ivy+ Group" and Dartmouth (which again, is not part of the Dean's Group).
- We should make no financial requirements of the group that would cause a current school to be unable to participate fully (i.e. Chicago won't host unless all of the other schools can afford to attend).
- Some sort of written procedures would be useful.
- Our respective assemblies/councils would get final approval over anything the delegates agree to.
- It became apparent that convening a multi-institution committee was not feasible. As such, MIT took point on drafting rules, seeking feedback, and asking all delegations to go back to their body and seek approval of these rules.

The MIT delegation said that they would work on a document that explicitly lays out what was agreed to and will work on some rules that the summit delegations can agree to. The final version of that document was sent out to the delegations several months later and has been approved by about half of the schools as is. The others have yet to comment on it.



Cornell University
Graduate and Professional
Student Assembly

Committee Updates

Executive

- We have our last meeting on May 6th, 2019 in which we will be doing elections for the Executive Board and Committee Chairs. Please look at the attached document to find out more about the positions available!

Communications Committee

- Please send Alexa (arc326) anything you'd like in the meeting summary by 9 am the Tuesday morning after a general body meeting.
- If there is something you'd like advertised on the listserv, you don't have to send it to me. Everyone has access to the listserv and can send emails on it.

Operations

- With the end of the academic year fast approaching, now is the time to start thinking about our upcoming elections for GPSA officers and chairs. The elections will take place at our final meeting of the year (Monday May 6). Please see the attached document describing the available positions. For more information, feel free to ask Alex Loiben (aml372)

Graduate School

- Join us for GPSA Appreciation Celebration to recognize the accomplishments of GPSA this year.
 - **Monday, May 6, 4:00 PM, Big Red Barn**
- Beer, food, ice cream, and a thank you gift for each person attending.

Schedule of the GPSA Meetings

May 6th, 2019

Malott Hall, Bache Auditorium

5:30 – 7:00 PM

No Updates: Student Advocacy Committee, Finance, Diversity and International Students, General Committee, Appropriations, Faculty Awards, GPCI ad-hoc, Programming Board

GPSAFC Funding Guidelines for Graduate Student Organizations

I. Eligibility Criteria for Organizations

1. An organization must register with the Campus Activities Office (CAO) (or equivalent office) for the current year. If an organization has not registered with the CAO, or equivalent office, it cannot access any funds, even if such funds have already been allocated.
2. An organization's President and Treasurer must sign the GPSAFC "Statement on Ethical Conduct".
3. An organization's Treasurer must be familiar with these Funding Guidelines and sign a statement to this effect. The GPSAFC will not be responsible for costs that it cannot reimburse due to violation of provisions set forth in these Funding Guidelines or university policies.
4. An organization must have an advisor who is a full-time member of the faculty or staff of Cornell University. Graduate students do not qualify.
5. An organization must have more than 40% graduate/professional student membership.
6. The President or Treasurer of an organization must be registered as a graduate or professional student at Cornell University for the current academic year.
7. An organization must provide a valuable and distinctive service to the Cornell community.

II. General Funding Parameters

1. The membership criteria and selection processes of an organization should enable any student to join and participate if they have interest and ability.
2. Budgets should be submitted through the electronic community platform used by graduate and professional student organizations by the deadlines specified in the table of important deadlines (II.13). Organizations may submit a single budget or submit multiple budgets over the course of the academic year. For each budget, the budget submission date must be before the date of the events outlined in the request. GPSAFC does not allocate funds retroactively for events that are held before budget submission. Events may be held after budget submission but before budget approval; however, GPSAFC cannot guarantee allocation.
3. For all events, GPSAFC requires detailed event descriptions that demonstrate the event's appeal to graduate and professional students and outline responsible planning. Please note that the lack of justification can be a basis for budget denial.
 - a. To obtain 300 USD or more in funding for an event, additional detailed information, including but not limited to previous receipts, quotes, budget breakdown, time and location of the event, number of attendees should be submitted at the time of budget submission. Furthermore, the organization must submit the event details (i.e. time, location, program speakers, topic descriptions) to University Events Calendar and provide a link to the GPSAFC Event Calendar two (2) weeks before the event. For events receiving less than 300 USD in

GPSAFC funding, detailed budget breakdowns and Event Calendar submission are recommended but not required.

- b. The GPSAFC rarely allocates more than 1000 USD per organization for a single event; to obtain around 1000 USD the event must demonstrate strong appeal to graduate and professional students. The organization seeking funding must show evidence of substantial efforts to secure co-sponsorship.
4. The organization must be open to the entire graduate and professional student community. All advertising must include the statements “Funded by the GPSAFC”, “Open to the Graduate Community” and “Please contact (name of event host) at (netID of the host) for any special arrangements you may require in order to attend this event”. Exceptions are detailed in the Field Category in Item VII.3.A.
5. Groups applying for GPSAFC funding for the first time will have allocations in their budgets restricted to the maximum amount set annually as described in Item VIII.
6. The GPSAFC will treat organizations that have previously applied for GPSA funding, but had a hiatus in applications for GPSAFC funding for two or more years, as “first time applicants”.
7. In order to receive allocated funding, an organization must turn in receipts for expenses to the GPSAFC accounts representative within one month of expenditure.
8. Events funded through GPSA Fall/Spring budget allocations must occur during the academic year, defined for GPSAFC purposes as starting the first day of graduate student classes in August and ending the day of commencement in May, to ensure that majority of the Cornell community has the opportunity to participate. All budgets will terminate at the end of the academic year, regardless of when they were submitted.
9. All events must occur on campus or on auxiliary Cornell properties to ensure that the majority of the Cornell community has the opportunity to participate.
 - a. “On campus” is defined as being located in either the Ithaca campus, the Geneva campus, and the Cornell Tech campus. “Auxiliary Cornell properties” are defined as all Cornell-owned properties that do not fall under “on campus”. If events are held on auxiliary Cornell properties that are not easily walkable from the center of the nearest Cornell campus, reasonable transportation options must be provided.
 - b. The GPSAFC may grant exceptions under special circumstances, such as a lecture series in a downtown science center or community center. An organization must submit a detailed explanation of why the event must be held off campus. The organization must provide reasonable transportation options for off-campus events. Reimbursement for off-campus events will be furnished only if the GPSAFC has approved the event location prior to the event.
10. University organizations (as defined by the CAO) are encouraged to consult with their specific school or department’s financial affairs office, if applicable, in submitting funding requests.
11. All GPSAFC-funded organizations are encouraged to maintain a sign-in sheet or other record of attendees at their events for up to a year after the event. Information on event attendance is required to support funding requests for future events.

12. Some events require registration with the Events Management Planning Team (EMPT); see the EMPT website for details and register if required.

13. Important deadlines:

Type	Submission Date	Review Date
Summer Budget	Last Friday of March	By April 15th
Fall/Spring Budget	Last Fridays of: • August • September • October • November Last Friday of: • February • March (Last date to submit Spring Budget)	By: • September 15th • October 15th • November 15th • December 15th • March 15th • April 15th
Tier-Related	Last Friday of: • August (Application for Tier Increase) • September (Tier Appeal)	By: • September 15th • October 15th

III. Organizations and Activities Ineligible for GPSAFC Funding

1. Per GPSA policy, the GPSAFC cannot fund:

- a. Partisan political organizations and activities: The University defines partisan political organizations as those that are affiliated with a registered political party or candidate, or that are formed for the purpose of supporting or opposing any particular legislation. Activities used to support or oppose any particular legislation also fall under this definition. The GPSAFC may fund non-partisan activities sponsored by partisan organizations. Funded groups may “not participate in or intervene in (including the publication or distribution of statements), and campaign on behalf of or in opposition to any candidate for public office.” (Internal Revenue Code - Section 501 (C{3}))

- 100 b. Any religious activities: The GPSAFC relies on the University definition of
101 religious activities: “A practice or observance that includes moral or ethical
102 beliefs as to what is right and wrong that is sincerely held, with the strength of
103 traditional religious views, even if no religious group espouses such beliefs, or the
104 religious group to which the individual professes to belong may not accept such
105 belief.” The GPSAFC may fund activities comparing religious systems of belief
106 and activities examining the intersection of religion with one or more non-
107 theological academic disciplines. Activities that a religious organization organizes
108 to achieve research, educational, or public service goals are not considered
109 religious activities and are eligible for GPSAFC funding.
- 110 c. Charitable organizations: The University prohibits any direct allocation to
111 charitable organizations; it does allow, however, for the funding of “recruiting,
112 administration, and travel expense, which would be necessary to make it possible
113 for Cornell students to participate in service projects.” The essential difference is
114 between making an outright financial gift and aiding Cornell students in a
115 promising and valuable project. For fundraising event rules, refer to Item IV.
- 116 2. The GPSAFC will not fund activities for which any organization member receives
117 academic credit.
- 118 3. Welcome and/or end-of-year receptions will not be funded if they are the only events
119 planned by an organization in a particular academic year.
- 120 4. In keeping with the University’s policy on non-discrimination, no organization or activity
121 funded by GPSAFC shall discriminate in its membership policies based on race, religion,
122 age, gender, sexual preference, or ethnic background. Any group that violates this policy
123 may have its remaining funding suspended or revoked.
- 124 5. The GPSAFC avoids funding activities that duplicate the activities of other campus
125 organizations. In allocating funds, the GPSAFC considers whether an organization
126 provides a unique service or event for the Cornell community. The GPSAFC may make
127 organizations aware of other groups providing similar services to the University
128 community in an effort to encourage collaboration.

129 130 IV. Additional Funding Requirements and Restrictions

- 131 1. To be eligible for funds, an organization must make full disclosure of its income and
132 expenses (Refer to Item XII for Enforcement). If additional funding is obtained from
133 other University sources and/or external sources during a school year, a report of this
134 funding should be furnished to the GPSAFC upon request.
- 135 2. No faculty or staff salaried by Cornell University within the last six months can receive
136 payment for services with GPSAFC funds. No enrolled graduate student may receive
137 payment for services with GPSAFC funds.
- 138 3. The GPSAFC will not make fund transfers to Student Assembly Finance Commission
139 (SAFC)-funded organizations; events may be co-sponsored.

4. Student organizations shall take full advantage of income-producing opportunities and alternate funding sources, and the GPSAFC shall consider their capacity and willingness to do so when making allocations.
5. In making funding allocations, the GPSAFC considers the extent to which graduate and professional students determine and direct an organization and its programs.
6. The GPSAFC may partially support fundraising events. The organization must demonstrate an effort to find co-sponsorship and must charge admission to cover (part of) the event production cost.
7. Organizations must submit an original, itemized receipt that includes the name of the member to be reimbursed within one month of the expense being incurred.
8. Organizations should make efforts to reduce the carbon footprint of their events. We highly encourage use of biodegradable products, and minimization of non-renewable resources at all events.
9. Organizations must leave equipment purchased with GPSAFC funds on campus at the end of the academic year and keep an inventory of all such items so the club may continue to use them in future years. A current list of the club's relevant inventory should be provided along with the request for funding.
10. Organizations that provide a thorough plan to make the event accessible to a broad audience, outlining efforts to enable those with special needs to attend the event will be looked upon favorably. Contact the Cornell University ADA Coordinator Team for assistance.
11. An individual acting as the representative of a field organization cannot concurrently serve as the representative for another organization or field.

V. Restricted and Ineligible Items for GPSAFC Funding

1. Ineligible Items

a. GPSAFC funding is intended to be inclusive, need-based, and extracurricular. Funding is inclusive in the sense that GPSAFC-funded events are available to the graduate and professional student community as a whole and benefit the community rather than individuals. Funding is need-based in the sense that the GPSAFC funds specific events, rather than simply giving organizations a set amount of cash. Funding is extracurricular in the sense that it cannot be used for items that the university should provide for academic use, such as office supplies. Any request that is not inclusive, need-based, and extracurricular will not be approved by the GPSAFC. Specific restricted and ineligible items are listed below; the list is not exhaustive.

b. General items:

- Office supplies or equipment
- Organization stationery, certificates, membership or business cards
- Resume books, directories, or other printed materials for professional/career development
- Phone equipment, toll call or fax expenses

- Postage
 - Office space or secretarial expenses
 - Conference expenses or membership fees (except for some Club Sports with the appropriate permission from the GPSAFC)
 - Admission fees for performances, films, museums or sporting events
 - Container deposits
 - Gifts (except for speakers) or trophies
 - Publication of academic journals
 - Purchase of books, magazines, or academic journals
 - Newsletters
 - Web design and web-hosting unless for an online publication
 - Honorariums, travel expenses, and accommodation for alumni whose last degree from Cornell University was received within the last 5 years. Exceptions may be granted with the inclusion of a letter of support from the organization's advisor.
 - Speaker or performance expenses for University employed graduate students.
 - Purchase of T-shirts and other clothing (except non-personalized jerseys for club sports).
 - Items that will be retained by individual members of the organization.
- c. Items towards speakers:
- Charges for bar, video, valet, phone or other personal charges
 - Grocery shopping for food

2. Restricted Items:

- a. Publicity and media expenditures should not exceed 5% of Tier cap.
- b. Honorariums should not exceed 500 USD per speaker.
- c. Publication expenses should not exceed 500 USD per academic year, and only for the publication of a non-professional journal or magazine.
- d. Total GPSAFC-funded alcohol expenditures per academic year should not exceed 10% of Tier cap. Hard alcohol cannot be purchased with GPSAFC funds. Events involving alcohol should be registered with the Events Planning Management Team (EPMT) and adhere to the guidelines outlined in the Campus Code of Conduct and University Policy 4.8 (Alcohol and Other Drugs).

VI. Reassignment of Allocated Funds Under Exceptional Circumstances

1. Organizations should spend allocated funds for the purposes specified in the budget request.
2. Organizations are encouraged to reschedule events whenever possible if an event cannot be held as originally planned. Organizations should submit a short explanation along with their reimbursement request if one or more of the following minor event details have changed: Date/time, On-campus location, Speaker

- 223
- 224 3. An organization may request cancellation of allocated funding under exceptional
- 225 circumstances outside the control of a graduate student organization. (E.g. A snowstorm
- 226 occurs in May and the event cannot be rescheduled.)
- 227 a. The request should be sent to the FC Chair via email and include:
- 228 • A written explanation of the reason for the cancellation request.
- 229 • Supporting documentation as appropriate, including but not limited to:
- 230 ○ Printout of originally allocated budget
- 231 ○ Documentation of exceptional circumstances
- 232 ○ Correspondence
- 233 ○ Any additional documentation
- 234 b. Lack of interest in an approved event, or mistakes or administrative errors on the
- 235 part of the graduate organization or anyone acting on their behalf are not grounds
- 236 for cancellation of funds.

237 VII. Funding Tiers

- 238 1. For the purposes of these Funding Guidelines, the GPSAFC defines two types of student
- 239 organizations: (1) interest organizations and (2) field organizations:
- 240 a. Interest organizations: are groups that represent an extracurricular pursuit, broadly
- 241 including any social or academic activity that is not directly linked to the interests
- 242 of a specific Cornell University-defined academic field. All university
- 243 organizations that are not field organizations are treated as interest organizations
- 244 for purposes of these Funding Guidelines.
- 245 b. Field organizations: are groups whose goals and objectives are to foster the
- 246 academic and social interests of a particular University-recognized academic
- 247 field, with specific attention to fostering interaction and communication amongst
- 248 field members. The graduate school keeps an online record of the graduate fields;
- 249 each professional school is also considered a field. Field organizations may apply
- 250 for Field funding, which is not counted toward Tier limits.
- 251 2. Student organizations are categorized into specific funding tiers, which dictate the upper
- 252 limit of funds each organization is eligible for per academic year. These funding brackets
- 253 are recommended for the 2017-2018 academic year. Each year, the GPSAFC in
- 254 consultation with the GPSA and the GPSA Appropriations Committee, should re-
- 255 evaluate these funding brackets as deemed necessary. Changes to funding brackets may
- 256 be made yearly at the GPSAFC's discretion, and do not require formal amendment of
- 257 these Guidelines. Funding brackets must be made available to organizations in the fall
- 258 semester of each year.
- 259 a. Tier 1: 500 USD cap
- 260 i. Includes first-time applicants.
- 261 b. Tier 2: 1500 USD cap
- 262 c. Tier 3: 2500 USD cap
- 263 i. Groups in this tier must send at least one member to attend at least 50% of
- 264 the GPSA meetings during the academic year.

d. Tier 4: 3500 USD cap

- i. Groups in this tier must demonstrate a history of funding utilization >90% and have a large membership base (registered through the electronic community platform used by student organizations, as determined and announced by the GPSAFC each year). In addition to Tier 3 requirements, groups must send at least one member to serve on the GPSAFC, either as Commissioners or volunteers (see GPSAFC Bylaws for more details)
- ii. Groups must apply annually to remain in Tier 4.

e. Tier assignment will be considered at the beginning of the new academic year, either by the GPSAFC or a special committee led by the chair of the GPSAFC. An organization may move up or down a maximum of one Tier per academic year. The GPSAFC will strive to notify organizations of their new Tier status before the first Fall/Spring budget submission deadline. Tiers are assigned as follows:

- i. Moving up: The deadline for applying to move up a tier is the first budget cycle of the academic year (last Friday of August). The application must be sent via email or through the electronic community platform used by student organizations to the GPSAFC chair. To be considered for this promotion, the organization must fulfill any one of the following criteria:
 1. Utilization of at least 90% of Tier cap and allocated funds (including additional funding through Field and Initiative funding) for at least the past two consecutive years.
 2. Utilization of at least 90% of Tier cap and allocated funds in the past consecutive year, AND at least 35% increase in membership.
 3. Utilization of at least 90% of Tier cap by a Tier 1 organization for at least the past year.
- ii. Moving down a tier: The GPSAFC reviews organization allocations and spending at the end of each academic year. The GPSAFC will move organizations down a tier if either of the following conditions apply:
 1. If the organization's utilization of allocated funding was less than 80%, they will be considered for a downgrade in their Tier.
 2. Groups in Tier 4 failing to reapply to retain their Tier will be moved down a Tier automatically.
- iii. Retaining your tier: An organization will retain its Tier placement, as long as it spends greater than or equal to 80% of the funds allocated in an academic year, and is not eligible for or does not apply for a Tier promotion. To remain in Tier 4, groups must reapply annually.

f. Tier Appeals

- i. Organizations that were moved down a tier can appeal by the last Friday of September c.f. II.13. Appeals are not likely to be granted.
- ii. The request should be sent to the FC Chair via email and include:
 - A written explanation of the reason for the appeal request.

- Supporting documentation as appropriate, including but not limited to:
 - Previous allocations
 - Receipts from events/reimbursements
 - Organizational budgeting files
 - Correspondence
 - Any additional documentation

iii. Mistakes or administrative errors on the part of the graduate organization or anyone acting on their behalf are not grounds for an appeal of tier status.

3. Additional funding: This funding is in addition to the organization's Tier cap limit, and does not count towards the Tier cap.

a. Field: Only one organization per academic field can apply for this funding, once per academic year, and such an organization must represent all the students in a given field. If necessary, the field's Director of Graduate Studies (DGS) or Director of M.Eng. Program, or the professional school's Director of Student Affairs, will make the final determination on which organization represents the graduate or professional students of a given field. While only one organization per field can apply for this funding, if several fields are represented in the aforementioned manner by one organization, that organization can apply for funding (the total membership of all the fields involved will determine the funding allocation for such an organization).

- i. All organizations that wish to receive "field" funding must apply for "field" funding in their budget applications.
- ii. To apply for field funding, at least one seat on the GPSA (voting member or field representative) must be filled by a member from that field. This requirement must be satisfied at the time of budget submission. If this member misses more than two consecutive meetings in a given semester and does not send a replacement, the Executive Vice President shall notify the Chair of the Finance Commission, so that any funding allocated in the "field" category to that organization can be frozen. The funds will be restored when the member attends two consecutive GPSA meetings.
- iii. Each eligible field organization that applies for funding will receive a base allocation of 200 USD, with an additional one (1) USD for each student in that field. The GPSAFC bases field membership numbers on official data from the Fall Census conducted by the graduate school and on official statistics from the data management officials at each of the professional schools. Funding allocations for a given academic year are based on the field membership numbers from the previous academic year's Fall Semester.
- iv. Organizations can use field funding for events occurring during the academic year for which the funds were allocated. Events funded by field funding (and not relying on any other GPSAFC funding) can, at the

organization's discretion, be open exclusively to members of that field. Organizations must advertise all events using field funding to all field members, whether via a list-serve or some other appropriate means.

b. Initiative Funding

i. Additional funds are available for events aligning with GPCI Initiatives, as outlined in the most recent GPCI Document. These funds do not count towards an organization's tier cap. Initiative Funding is limited to 200 USD maximum per event and one event per semester per student organization and is subject to availability of funds.

ii. Groups applying for Initiative Funding must outline how their event supports one or more GPCI Objectives in the budget request.

1. e.g. If an event aims at giving information to students with families about resources available at Cornell, the organization could reference Objective 1 under Family Services in the GPCI document.

2. Specific reference to objectives in the GPCI document is required for getting Initiative funding.

iii. All advertisements for events receiving funding from the GPCI must include the statement "Funded by the GPCI"

VIII. First Time Applicants for GPSAFC Funding

1. First-time applicants will be placed in Tier 1.
2. New groups can apply to move up one Tier in the next academic year.

IX. Funding Allocation Appeals

1. An organization that feels unfairly treated by a GPSAFC funding decision has the right to appeal. An organization may submit an appeal only to contest the GPSAFC's interpretation of the Funding Guidelines. Groups may ask for reconsideration of funding allocation a maximum of one time per budget request to the GPSAFC chairman via the electronic community platform used by student organizations or by email. The decision to adjust the allocation will be voted on by the GPSAFC.
2. The following procedure applies to all appeals:
 - a. The organization is advised to reach a resolution with the GPSAFC chairperson on an informal basis, initiating contact by email to the commission.
 - b. If the matter cannot be resolved on an informal basis, the GPSAFC chairperson will provide the organization with an Appeal Form. The organization must fill out and submit the Appeal Form with proper signatures.
 - c. The GPSAFC will discuss the appeal at its next regular meeting. A representative of the organization submitting the appeal is encouraged to attend this meeting to present the group's case and further clarify the appeal.

- d. The GPSAFC will notify the organization of its decision within three days of its meeting. If the organization wishes to further appeal the GPSAFC's decision, its officers must contact the GPSAFC chairperson by email within one week of this notification.
- e. If an organization makes this second appeal, the GPSAFC chairperson will refer the matter to the Appropriations Committee (GPSA-AC), which can uphold the GPSAFC's decision, advise the GPSAFC to reconsider, or refer the matter to the GPSA.
- f. If an organization has appealed to the GPSAFC and the GPSA-AC and wishes to appeal further, the GPSAFC and GPSA-AC Chairpersons will take the matter to the GPSA for a final decision.

X. Summer Budgets

1. For events during the summer (the dates between Graduation and the day before classes begin in the Fall semester), an organization must submit a summer funding application by the last Friday of March detailing information on location, time, program descriptions, and financial breakdown for all planned events.
2. The total sum of allocations towards events hosted during the summer may not exceed 15% of the group's annual GPSAFC allocation during the academic year. Summer budgets do not count towards the organization's yearly tier cap.
3. In order to receive the awarded funding, the organization must submit receipts within 30 days after the event.

XI. Co-Sponsorship

1. If two or more GPSAFC funded organizations wish to combine their efforts to produce a single event, they can apply for funds for particular non-overlapping costs of producing the event.
2. GPSAFC organizations cannot transfer funding from one group to another. Organizations must detail what expenses each group will bear at the event.
3. Total allocation for a single event shall not exceed the cap for Tier 4.

XII. Enforcement

1. If, at any point, the GPSAFC finds that an organization has not adhered to these Funding Guidelines, has used funds improperly, or has provided false information in an application or correspondence of any kind with the GPSAFC, the commission reserves the right to take one or more of the following actions:
 - a. Provide the organization with a written warning noting the violation and asking the organization to change its practices so that it is no longer in violation.
 - b. Impose a defined probationary period (e.g., one semester or one year) during which the organization cannot apply for GPSAFC funding.

- c. Withdraw part or all of any requested funds remaining from previous allocations
2. The GPSAFC reserves the right to audit (budget, spending, and inventory) all GPSAFC-funded organizations, and it is incumbent on all organizations to aid the audit to the fullest.

XIII. Amendments

1. These Funding Guidelines may be amended by a majority vote of seated GPSA members.
2. The GPSAFC Chairperson will review these Funding Guidelines each year and suggest appropriate alterations to the Chairperson of the GPSA Appropriations Committee.
3. The GPSA can raise Funding Maximums on Restricted Items (Item V.2) at any time; any lowering of maximums will not take effect until the next budget cycle. The GPSA Appropriations Committee shall recommend changes for the next fiscal year's budget cycle before the end of February of the current academic year.
4. The Appropriations Committee must recommend changes to these Funding Guidelines necessitated by changes in University policies and procedures.
5. Amendments to the Funding Guidelines must be presented to the GPSA for discussion at least one meeting in advance of the meeting in which the final vote will take place. Changes to Tier brackets and/or the Appendix (Item XIV) may be done yearly at the GPSAFC's discretion, and do not require formal amendment of these Guidelines.

XIV. Appendix

1. Best practices to maximize favorable funding outcomes:
 - a. The GPSAFC highly recommends submission of previous bills, quotes and a thorough justification of budget supplied for funding. The more detailed the line items on the request for funds, and the plan for the event, the more likely you are to receive a favorable decision.
 - b. Collaborative efforts in hosting of events will be seen positively, and the event is likely to receive greater allocation.
2. Examples of GPSAFC-fundable items include:
 - a. Program:
 - i. Speaker: For expenses of bringing a speaker or performer to campus, including:
 1. Honoraria or gifts.
 2. Personal vehicle travel, including toll fares and parking fees.
 3. Rental vehicles for transportation from outside of Ithaca to Cornell, including rental fee, gas, toll fares, and parking fees.
 4. Airline, train, boat, Zeppelin, or bus travel.
 5. Lodging.
 - ii. Event Production: For expenses of producing a cultural, educational, or theatrical event on campus, including:

1. Rental or purchase of equipment: any equipment necessary for an event to be successful, including Audio-Visual equipment, VCRs, slide or film projectors, and table space.
2. Services: additional services provided by the university required for an event, such as CU Police Department and/or Life Safety, lighting or sound experts, or security fees to protect an exhibit.
3. Room rental: for on-campus (or GPSAFC-approved off-campus) facilities that charge a fee.
4. Films: for expenses of showing a film on campus.
- iii. Reception: For food served during or following a cultural, educational, or theatrical event on campus.
- iv. Publicity:
 1. For advertising of GPSAFC funded events, such as: poster printing, banners (for specific events), advertisements and programs.
 2. The GPSAFC encourages organizations to be sustainable by reducing the quantity of paper advertisements and using electronic forms of communication where possible.
- b. Club Sports:
 - i. Non-personalized sport equipment (including jerseys).
 - ii. Facilities rental: funds to rent space for practices or competitions
 - iii. Tournaments: expenses for competitions or tournaments hosted by the organization
- c. Publication: non-professional journal or magazine, including the costs related to printing or copying of issues, or costs related to the production of an online journal
3. Other Funding Sources
 - a. In addition to GPSAFC funding, organizations may be eligible to apply for funding from other agencies on and off campus, including co-sponsorship from other byline-funded organizations. Some on-campus groups that often co-sponsor events include:
 - i. Diversity and International groups: International Students Union (ISU), ALANA, SDDI, Dean of Student, Graduate School (OISE), International Students and Scholars Office (ISSO), Asian and Asian American Center (A3C), South Asia Program
 - ii. Performances: Cornell Concert Commission, Cornell University Programming Board, Department of Music, CUTonight (for late night events)
 - iii. Co-sponsorship: GPSA-Programming Board

Summary of the main changes in the GPSAFC Guidelines (04/08/2019)

The new GPSAFC guidelines

- broaden the definition of “Cornell Campus:” now “Cornell Campus” includes Cornell Tech’s NYC campus and Auxiliary Cornell Properties (lines 67-77)
- clarify the budget request submission process. The new FC Guidelines
 - eliminate the budget types “Annual Budgets” and “Special Project Request;” this means that organizations, if they choose so, can submit separate budget requests for their events
 - clarify certain details of the budget submission process (e.g., budgets must be submitted before the event takes place) (lines 26-31)
 - make minor revisions in the deadline chart for budget submissions and tier increase requests (line 86)
 - introduces principles for why certain budget items are ineligible for funding: “GPSAFC funding is inclusive, need-based, and extracurricular” (lines 166-175)
 - include a clause about allocating funds for alcoholic beverages and spending cap on alcohol (lines 210-214)
 - introduce rules for reassigning and cancelling allocated funds (lines 216-236)
- clarify some aspects of the tier assignment process (such as, when and how to submit tier increase requests and how the tier appeal process works) (lines 279-282, 302-316)
- clarify summer funding (lines 406-408)
- clarify the requirements for applying for Initiative Funding (GPCI funding) (lines 353-368)